

**BYLAWS**  
**of**  
**Mighty Lion Band Boosters Foundation**

**ARTICLE I – NAME, DESCRIPTION & PURPOSE**

**Section 1: NAME** – The name of the organization shall be Mighty Lion Band Boosters Foundation, also referred to herein as “MLBBF”.

**Section 2: DESCRIPTION** – The Mighty Lion Band Boosters Foundation is a non-profit organization that exists for charitable, educational, and scientific purposes, including the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code.

**Section 3: PURPOSE/OBJECTIVE** – The purpose of the MLBBF is to enhance and support the music and marching educational experience at Lafayette High School, to develop a closer connection between school and home by encouraging parental involvement, and to improve the environment at Lafayette High School through volunteer and financial support. A positive and cohesive relationship between the boosters and program directors is of utmost importance.

**ARTICLE II – MEMBERSHIP**

Section 1: Membership will be broken into two classes: active and alumni.

- **Active membership:** Active membership shall be granted to all parents and guardians of students currently enrolled in the Lafayette High School band. Each active member shall be a voting member and shall be entitled to one vote.
- **Alumni membership:** Alumni membership will be granted to alumni and parents and guardians of alumni of the Lafayette High School band program. Alumni members are non-voting members.

Section 2: Membership dues are \$20 per person and will be paid annually as entry into the MLBBF. Membership open on June 1<sup>st</sup> annually and dues must be paid by September 1<sup>st</sup> (unless otherwise notified on the MLBBF webpage or dues notice). Membership will remain active for one year and until said member does not meet membership qualifications or withdraws from the organization.

**ARTICLE III – BOARD**

**Section 1: BOARD-** The Board may consist of up to nineteen (19) members with four (4) of those board members elected from within the maximum of (19) to form the executive board. The current Band Director, or his/her designee, is automatically a voting member of the Board, but may not serve on the Executive Board. **EXECUTIVE BOARD** – The Executive Board shall consist of the following

officers: President, Vice President, Secretary, and Treasurer. Officer positions can be shared. Qualifications for Executive Board: See Section 3: Qualifications. In addition, the member must have served at least one (1) year as a board member on the Mighty Lion Band Booster board. The originating board members and executive committee of the Mighty Lion Band Boosters Foundation will be the existing board members and executive committee of the Lafayette High Band and Orchestra Parents' Club.

**Section 2: TERM OF OFFICE** – The term of office for all board members is one year, beginning immediately upon election, and ending upon board elections the following school year. There are no limits for how many terms a board member may serve, however members of the Executive Board may only serve for 3 terms in the same office.

**Section 3: QUALIFICATIONS** – In order to become a board member for the Mighty Lion Band Boosters, a member must have a student currently enrolled in the LHS band program and must have completed at least 20 volunteer hours with or on behalf of the Mighty Lion Band Boosters Foundation in the last 12 months. Volunteer is defined as benefitting the entire band program and not for the individual financial benefit of a student. Also, members must be in good standing with the LHS band program that the Mighty Lion Band Boosters Foundation support. To be considered in “good standing” members must be current on all student fees owed to the LHS band program.

**Section 4: NOMINATIONS AND ELECTIONS** – The President will set the date for the annual general membership meeting, within the month of May, with at least 30 days' notice prior to the meeting date. Notice will be posted through the Mighty Lion Band Boosters Foundation link on the LHS band website. Nominations for election to the board of directors must be received by the Nominating Committee no later than 7 days prior to the general meeting/election date. There will be no nominations from the floor. See Section 3: Qualifications. If the number of nominations do not exceed the number of positions to be voted upon, the nominees will be approved by acclamation. If the number of nominees exceeds the number of positions to be voted upon, an election will be held at the annual general membership meeting. After elections are completed and results reported, the newly elected board will go into executive session to elect the Executive Committee (See Section 1 for qualifications).

**Section 5: DUTIES** –

Executive Board – Develop the Mighty Lion Band Booster's annual budget, establish and oversee committees to conduct the work of the Mighty Lion Band Boosters, establish fundraising programs, approve by majority vote of the Board unbudgeted expenditures of no more than \$75.00.

President – Preside at General Mighty Lion Band Booster meetings and Executive Board meetings, serve as the official representative of the Mighty Lion Band Boosters, and retain all official records of the Mighty Lion Band Boosters.

Vice President – Oversee the committee system of the Mighty Lion Band Boosters, assist the President and chair meetings in the absence of the President.

Secretary – Record and distribute minutes of all Executive Board meetings and all general Mighty Lion Band Booster meetings, prepare agendas for official Mighty Lion Band Booster meetings, hold historical records for the Mighty Lion Band Boosters. Manage communications and marketing for the Mighty Lion Band Boosters Foundation including, but not limited to Mighty Lion Band Boosters Foundation newsletters, email broadcasts, website, bulletin boards, etc. Secretary will also track

volunteer hours for the purpose of meeting qualifications to sit on the Mighty Lion Band Booster board.

Treasurer – Serve as custodian of the Mighty Lion Band Booster's Foundation finances, collect revenue, pay authorized expenses, report financial activity every month, prepare year-end financial report, facilitate an annual audit, and hold all financial records.

**Section 6: BOARD MEETINGS** – The Executive Board shall meet monthly during the school year, or at the discretion of the President. The full board will meet as needed throughout the year as called by the President. 2/3 members of the Mighty Lion Band Booster's board present and voting constitute a quorum for the purpose of voting.

**Section 7: REMOVAL** – A board member can be removed from office if they no longer meet membership requirements, for failure to fulfill his/her duties, if relations become detrimental and distract from the objective, or at the request of the band director, after reasonable notice, by a 2/3 majority vote of the board of directors.

**Section 8: VACANCY** – If a vacancy occurs on the Board of Directors, the remaining board members may choose, by 2/3 majority vote of those present, a replacement board member from within the existing general Mighty Lion Band Booster general membership. If a vacancy occurs on the Executive Board, the President shall appoint a Mighty Lion Band Booster board member to fill the vacancy, for the remainder of the officer's term.

#### ARTICLE IV – GENERAL MEETINGS

**Section 1: GENERAL MIGHTY LION BAND BOOSTERS FOUNDATION MEETINGS** – General MLBBF meetings shall be held to conduct the business of the Mighty Lion Band Boosters. Meetings shall be held monthly during the school year or at the discretion of the Executive Board.

**Section 2: VOTING** – Each active member in attendance at a MLBBF meeting is eligible to vote. Alumni members are non-voting members. Absentee or proxy votes are not allowed.

**Section 3 – QUORUM** – Eight (8) members of the MLBBF present and voting constitute quorum for the purpose of voting.

#### ARTICLE V – FINANCIAL POLICIES

**Section 1: FISCAL YEAR** - The fiscal year of the MLBBF begins June 1st and ends May 31 of the following year.

**Section 2: BANKING** - All funds shall be kept in a checking account in the name of the Mighty Lion Band Boosters Foundation, requiring two signatures of the Executive Board and held at a local financial institution. Debit cards on the account may be held in the name of the executive board members as assigned in the executive committee meeting minutes annually.

**Section 3: REPORTING** - All financial activity shall be recorded in a manual or computer-based accounting system. The Treasurer shall reconcile the account(s) monthly and report all financial activity monthly. The MLBBF shall arrange an independent review of its financial records each year by an outside unrelated qualified professional. The financial activity will be reported as the Treasurer's Report at board meetings and made available to the membership at general membership meetings.

**Section 4: CONTRACTS** - Contract signing authority is limited to the President or the President's designee.

**ARTICLE VI – BYLAW AMENDMENTS**

Amendments to the bylaws may be proposed by any Mighty Lion Band Boosters Foundation member. Amendments presented at a MLBBF meeting shall be considered for voting at a subsequent meeting. 2/3 approval of all members present and voting is required to adopt an amendment to the Bylaws.

**ARTICLE VII - DISSOLUTION**

The LHS band director reserves the right to withdraw support and disassociate from the Mighty Lion Band Boosters foundation. Upon written notice from the band director of his intentions to disassociate, the Mighty Lion Band Boosters Foundation will immediately dissolve. In the event of dissolution of the Mighty Lion Band Boosters, any funds remaining shall be donated to Lafayette High School band.

**ARTICLE VIII - PARLIAMENTARY AUTHORITY**

The authority for this organization shall be "Robert's Rules of Order Newly Revised."

These bylaws were adopted on \_\_\_\_\_ by the members of the Mighty Lion Band Boosters Foundation on \_\_\_\_\_ day of \_\_\_\_\_, 2015.

**THUS DONE AND PASSED**, before me \_\_\_\_\_, Notary Public in and for the Parish of Lafayette, State of Louisiana, on the day, month and year set forth above, in the presence of the undersigned competent witnesses, and me, Notary, after due reading of the whole.

**Witnesses:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Mighty Lion Band Boosters Foundation**

By: \_\_\_\_\_  
**President**

By: \_\_\_\_\_  
**Secretary**

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**Notary Public**